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4 September 1952

PROFESSIONAL SELECTION PANEL

Agenda for the 2nd Meeting

10:00 A.M. Wednesday, 10 September 1952, Room 117, North Building

1. Approval of Minutes of 1st Meeting. (Previously distributed)
2. Organization of the Panel. Advisory Representative (Medical); the fifth voting member; terms of office. (See Minutes of 1st Meeting, paras. 2 and 3; see also, "Board of Examiners of the Foreign Service", attached).
3. Examination of Workload and Intake. (See "Personnel Entering on Duty in CIA in Professional Positions", Personnel Office, dated 2 September 1952, attached).
4. Examination of selection criteria used by the several Offices.
  - a. "Selection Criteria Employed in the Recruitment Process", Personnel Office, dated 2 September 1952. (Attached)
  - b. "Standards for Security Clearances....", Inspection and Security Office, dated 2 September 1952. (Attached)
  - c. "Selection Criteria for Junior Officer Training Program", Office of Training, dated 4 September 1952. (Attached)
  - d. [Statement by Medical Staff on selection criteria (attached)]
5. Briefing of the Panel on Current Cases of Recruitment, by the Advisory Representative (Personnel).

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19 September 1952

PROFESSIONAL SELECTION PANEL

Minutes of the 2nd Meeting

10 September 1952, Room 117, North Building, 10:00 A. M.

Present: Messrs. [REDACTED], Chairman  
[REDACTED] I&SO  
[REDACTED] ONE  
[REDACTED], FI  
[REDACTED] Personnel  
[REDACTED] PP

Messrs. [REDACTED], Personnel  
[REDACTED] CI  
Baird, OTR  
Tietjen, Medical  
[REDACTED] Exec. Secy.,  
Career Service Board.

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1. The minutes of the previous meeting were approved without change.

2. The Chairman introduced Dr. Tietjen as the Advisory Representative of the Medical Office. Dr. Tietjen outlined the primary objectives of a psychiatric program for the Agency which will be developed by Dr. [REDACTED] who has been recruited to head the Psychiatric Division of the Medical Office. The objectives of the program will be:

- (a) To provide psychiatric screening as a part of the initial process of selection in order to prevent the employment of undesirable or emotionally insecure people;
- (b) To establish more readily available means for the treatment, rehabilitation and disposition of psychiatric cases within the Agency; and,
- (c) To extend the above psychiatric services to overseas areas of support.

Dr. Tietjen pointed out that considerable research would be necessary to develop best techniques for meeting the unique psychiatric problems peculiar to the activities of this Agency. He indicated that although there are many methods of determining and prognosing emotional stability, there is no single method which is completely adequate or satisfactory at this time. It is hoped that an interview approach supported by psychometric techniques will develop enough information concerning the Agency's selection problems to enable the establishment

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of research programs which can be farmed out to universities. Although support to the Panel is immediately available through Dr. [REDACTED] and the psychiatric consultant, they cannot handle a large load at this point. It will take time to define true evaluation criteria and develop the total psychiatric program.

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3. The Panel considered problems of internal organization. It was agreed that the overt Offices are adequately represented by the two voting members nominated by the DD/I, that the covert Offices are adequately represented by the two voting members nominated by the DD/P, and that the support Offices should be represented by a fifth voting member of the Panel representing the DD/A. The Chairman agreed to request approval by the CIA Career Service Board for this departure from the original composition of the Panel. The Panel agreed to postpone the question of rotation of its membership until it could consider the question from a background of working experience.

4. The Panel considered its functions and methods of operation. There were differences of opinion as to whether the Panel's directive requiring review of selections on an individual case-by-case basis was realistic. Several members felt the Panel properly should only police the application of selection criteria by the Personnel Office, I&SO, and the Medical Office and consider only borderline or questionable candidates. There was considerable discussion of problems which have come up through recruitment "by the back door" which circumvents established screening and control points. Questions also arose concerning the proper scope of the Panel's responsibility. Recognizing that there had been no intent by the CIA Career Service Board to deny the Panel the privilege of recommending appropriate changes in its charter, the Chairman appointed [REDACTED] a subcommittee to prepare a paper outlining recommended functional responsibilities for the Panel and methods for carrying them out. The Panel will review this paper at its next meeting. The Panel directed the Chairman to write to each AD asking for a statement of the selection criteria used and the procedures followed by his organization in the recruitment of candidates not initially referred through regular Personnel procurement sources.

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5. The Chairman asked Mr. [REDACTED] to prepare a statement of the problems which would arise if the Panel were to propose that it consider selection of staff agents in addition to staff employees.

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6. Mr. [REDACTED] and Colonel Baird spoke briefly on the university consultant-contact program pointing out that the first four consultants were currently in Washington for briefing.

7. The meeting was adjourned to reconvene at 10:00 A. M. on Wednesday, 1 October 1952.

[REDACTED]

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Secretary.

CDS/P:JJC:lc (19 September 1952)

**Distribution:**

Members and Advisors of the Professional Selection Panel  
Members of the CIA Career Service Board

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